

## TRANSMITTAL OF VOTER REGISTRATION MATERIALS

## **INSTRUCTIONS:**

This form must be used by an individual transmitting voter registration applications or declinations from a license branch, a public assistance agency, an agency serving disabled persons, a county registration substation, or other "full service" voter registration agency to a county voter registration office. The individual must send these documents **BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED OR BY HAND DELIVERY** and must include this transmittal with the registration documents.

The agency or office may wish to retain a photocopy of this form when transmitting by certified mail since the return receipt (and not this form) will be transmitted back to the agency or office.

TO: The County Voter Registration Officer of	County, Indiana
FROM:	
DATE:	
In accordance with state law, this agency or office transmits to you by certified mail, return receipt requested, the following voter registration material:	
Number of Registration Applications	
Number of Registration Declinations	
Please arrange for the prompt return of our certified mail receipt. Thank you for yo cooperation.	ur assistance and
Agency Employee or Representative:	
Agency Name and/or ID # :	